# Ask Before Guessing Guide

*Name what is clear and what is missing, ask the appropriate person one specific question, and repeat the next step before beginning.*

Describe uncertainty plainly instead of pretending to know.

Example: A child knows forms must be returned but not where. The child asks the assigning adult for the approved collection place, repeats the destination, and completes the delivery without asking a peer to invent the rule.

## 01 Name the gap

Describe uncertainty plainly instead of pretending to know.

Assigned task

What is already clear

First point that is unclear

Action that must wait for clarification

## 02 Find appropriate help

The responsible person should clarify the actual assignment.

Person who assigned the task

Appropriate helper or support route

Specific question to ask

Conflicting direction to resolve

# Ask Before Guessing Guide / Review & follow-through

## 03 Confirm the next step

An answer should become an instruction the learner can use.

Answer actually given

Next step in the learner's words

Limit or permission confirmed

Point requiring another check

## 04 Finish your portion

Use the answer to complete the responsibility that remains yours.

Task actually completed

New essential uncertainty

Completion report

One clarification habit to carry forward